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- Prayagraj, Uttar Pradesh, India

LinkedIn:

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# **SKILLS**

Familiar with Windows Operating Systems and Internet.

Email writing, Internet Research, Data Entry, Google Sheets Google Forms Creation, Documentation.

Good Communication in Hindi and English, Problem Solving, Creative and Critical Thinking, Hardworking and Smart working.

Team work And Adaptability to Quick Learning, Detail Orientation and customer relationship.

#### **INTERESTS**

Web Research Traveling to experience different cultures Workout and Fitness

Improvement in myself to making performance better Increasing knowledge through practical

Online Learning and Searching better opportunity

Playing Chess and Badminton

# **AVINASH KUMAR SINGH**

### **OBJECTIVE**

To Obtain a challenging and responsible position in a professional organization where if I get a chance I can add a value through my technical, academic, and communication skills to resolve the customers issues and Will be responsible to build a positive client relationship.

#### **EXPERIENCE**

I don't have any working experience in any organisation but I'm ready to learn and grow with you.

## **EDUCATION**

2014 Bachelor of Computer Application (BCA)

Punjab Technical University

2011 Intermediate

Uttar Pradesh Board of Examination

2009 Highschool

Uttar Pradesh Board of Examination

#### **CERTIFICATIONS**

Course on computer Concept (CCC) from NIELIT.

Digital Marketing & Content Writing Intership from The Spark Foundation Organization on LinkedIn.

Digital Marketing from Google Digital Garage E-learning Source.

#### PERSONAL INFORMATION

Date of birth : <u>06-07-1995</u> Marital Status: Single Nationality : Indian

Passport No : V<u>0303387</u> Date of expiry : 21/07/2030

Passport Issuing place: Lucknow, Uttar Pradesh, India

Language:

Hindi - Reading, Writing and Speaking Proficiency English- Reading, Writing and Speaking Proficien